

## ANNEXURE-II

## WOMEN &amp; CHILD DEVELOPMENT DEPARTMENT

The 16th September, 2011

**No. 288 SW(3)2011.**—In continuation of Notification No. 2100-SW(4)-2008, dated 17th November, 2008, and the powers conferred by Section 29 of Juvenile Justice Act, 2000 (as amended in 2006) and as per recommendations of Selection Committee, the Governor of Haryana is pleased to nominate one Women Social Worker as special invitee member of **Child Welfare Committee** in the present composition of the committee in 5 districts namely Rohtak, Kaithal, Palwal, Mewat & Jind. This notification is issued in continuation of Women & Child Development Department Notification No. 28, dated 7th January, 2011, 57-SW(3) 2011, dated 7th February, 2011 and No. 174-SW(3) 2011, dated 9th June, 2011. The details of members nominated is as under:—

Sr. No.	District	Name of Member Recommended
1.	Panchkula	Smt. Anita W/o Dr. Dalip Kumar, VPO Chhara, Distt. Jhajjar Correspondence Address: #C-3, Krishi Complex, Sector-21, Panchkula. 0172-2565256, 9876966238

**Term of the Member appointed**

As the tenure of the member is co-terminus with the tenure of the Committee; therefore, the term of the appointment of new member will expire on 30.08.2012 with the tenure of the committee already constituted.

**Function of the Committee**

- (a) take cognizance of and receive children produced before the Committee;
- (b) decide on the matters brought before the Committee;
- (c) reach out to such children in need of care and protection who are not in a position to be produced before the Committee, being in difficult circumstances, with support from the District Child Protection Unit or State Child Protection Unit or the State Government;
- (d) conduct necessary inquiry on all issues relating to and affecting the safety and well being of the child;
- (e) direct the Child Welfare Officers or Probation Officers or non-governmental organizations to conduct social inquiry and submit a report to the Committee;
- (f) ensure necessary care and protection, including immediate shelter;
- (g) ensure appropriate rehabilitation and restoration, including passing necessary directions to parents or guardians or fit persons or fit institutions in this regard, in addition to follow-up and coordination with District Child Protection Unit or State Adoption Resource Agency and other agencies;
- (h) direct the Officer-in-Charge of children's homes to receive children requiring shelter and care;
- (i) document and maintain detailed case record along with a case summary of every case dealt by the Committee.
- (j) provide a child-friendly environment for children;
- (k) recommend 'fit institutions' to the State Government for the care and protection of children;
- (l) declare 'fit persons';
- (m) declare a child legally free for adoption;
- (n) keep information about and take necessary follow-up action in respect of missing children in their jurisdiction;
- (o) maintain liaison with the Board in respect of cases needing care and protection;
- (p) visit each institution where children are sent for care and protection or adoption at least once in three months to review the condition of children in institutions, with support of the State Government and suggest necessary action;
- (q) monitor associations and agencies within their jurisdiction that deal with children in order to check on the exploitation and abuse of children;
- (r) co-ordinate with the Police, Labour Department and other agencies involved in the care and protection of children with the support of District Child Protection Unit or State Child Protection Unit or State Government;
- (s) liaison and network with the corporate sector and non-governmental organizations for any of the above, including for social inquiry, restoration and rehabilitation' as and when required;
- (t) maintain a suggestion box to encourage inputs from children and adults alike and take necessary action.

SHAKUNTALA JAKHU,  
Financial Commissioner and Principal Secretary to  
Government of Haryana,  
Women & Child Development Department.